



TOWN OF WATERTOWN

Veterans' Services
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Phone: 617-972-6416
Fax: 617-972-6403
www.watertown-ma.gov
mcomeiro@watertown-ma.gov

Watertown Veteran Memorials and Dedications

This policy covers the issuance and presentation of Memorials and Dedications in the community to include sidewalk signs, Street dedications, Square dedications, Stones, Plaques, Parks and Buildings.

To be considered for a Veteran Memorial or Dedication, the individual to be honored must meet the following requirements:

- Watertown resident at the time of enlistment into the Armed Forces
 - Veteran Killed in Action (KIA)
- Or**
- Medal of Honor Recipient

The Process for Veterans Memorials and Dedications

- All requests for Veterans' Memorials must be submitted through the Veteran's Services Officer.
- A member of the family must make a written request indicating the name of the Veteran, service, rank and area of designation along with proof that the veteran was a Watertown resident at the time of enlistment, killed in action (KIA), or a Medal of Honor Recipient. Examples include: newspaper clipping, telegram, notice of death, DD-214 stating the veteran was killed in action, etc.
- The Veteran's Services Officer will verify the applicant's eligibility.
- The Veteran's Services Officer will forward the completed request to the Town Council.
- The Town council shall approve or disapprove any Memorial or Dedication by resolution.
- The Town Manager, upon approval by the Town council, shall implement the Memorial or Dedication requested.
- The name is then placed on a permanent list of Memorial dedications tracked by the Veteran's Services Department.
- The Veteran's Services Officer shall be the caretaker of all Veteran Memorials.

Mail the application and all supporting documents to:

ATTN:
Watertown Veterans' Services Department
Memorial and Dedications
149 Main Street
Watertown, MA 02472